

Ryan White Title I
Inland Empire HIV Planning Council

Minutes of Meeting

Thursday, November 21st, 2002

1:00 p.m. - 3:30 p.m.

Cathedral City Library
33520 Date Palm Drive
Cathedral City CA 92234
(760) 770-9050

Call to Order and Introductions

Steve McGrew, co-chair, called the meeting to order at 1:12 p.m. Introductions were made and persons in attendance were:

Members:

Steve McGrew
Evelyn Valentino
Joe Acosta
Cherry Houston, Ph.D.
Leann Chamlee
Benita Ramsey
John Brown
Erin Comstock
Ed Cueto

Victoria Jauregui Burns
Evelyn Valentino
Faith Davis-Bolton
Joshua Sparks
Fred Flotho, Jr
Carolyn Harris
Jeffrey Byers
Edward Rangel
Carolyn Harris

Gregory French
A. Lloyd Jones
Thomas Prendergast, M.D.
Lucie Smith
Wayne McKinny, M.D.

Absences:

Gary Feldman, M.D.
Sandra Bibb
Danny Colon

Steve English
Edwin Zelaya
Darlene DeBayona

Jerry Nevarez
Rebecca Zeidler
Rick Rector

Other Attendees:

Jack Newby
Jimmie Lee
William Trevizo
George Puddephatt
Esther Acosta
Paul Hager

Carl Speck
Marie France Francois
Oscar De La O
Myron Leassear

P. C.Support Staff:

Daniel Perez
Vicki Devore
Jim Woodward
Terry Millette
Bonnie Flippin
Scott Rigsby

Public Comments

Steve McGrew announced that Dr. Feldman is in Ecuador at this time.

Evelyn Valentino announced that a World AIDS Day event would be held by Working Wonders in Cathedral City on December 1, at the Catholic Church in Cathedral City, with a health fair. She said that Catholic Charities has donated office space to Working Wonders.

Jack Newby announced that Desert AIDS Project would observe World AIDS Day in Palm Springs on Saturday from 3-5PM at the Francis Stevens Park. He said that the Lily of the Valley Church was providing a youth group for entertainment.

Benita Ramsey announced that on December 1 at 3PM there will be a panel discussion on the AIDS epidemic for World AIDS Day at the Unity Church in Riverside.

Dr. Prendergast announced that Jim Woodward had retired from County service and the new Director of Administration will be Gary McBride. On behalf of the Planning Council, Steve McGrew expressed his appreciation and acknowledgement of all the work Jim Woodward had accomplished. The group responded with a standing ovation. Jim Woodward thanked the group and said he will continue to be involved in the Inland Empire areas and where possible, with the Planning Council Committee.

Agenda Additions, Revisions, and Corrections

Review and Approval of Minutes

The Minutes of October 24th, 2002 were reviewed. Joe Acosta made motion that the minutes be approved and the motion was seconded by Dr. McKinny. The motion carried with Erin Comstock abstaining.

Motion # 02- 64 was approved.

For:	21
Against	0
Abstentions:	1

Members present with no PC Form 700 on file: 0

Consent Calendar

None

New Business

Joe Acosta reported on Riverside County elections. He said Lucie Smith had been elected to serve as the new Member at Large to the Executive Committee. He also said that he had the privilege of being elected to serve as Co-Chair.

Steve McGrew reported that he had been elected to serve as San Bernardino County Co-Chair, and Rick Rector was nominated as Member at Large. He said since these come from committees, they don't need a first or second motion and asked for discussion. All in favor of approving the committee recommendations were asked to say aye. The vote was unanimous.

Motion # 02- 65 was approved.

For:	22
Against	0
Abstentions:	0

Members present with no PC Form 700 on file: 0

Old Business

Danny Perez reported that the letter to County Counsel had not received a response yet. He said that Charles Larkin had been out of town and that he would notify Planning Council as soon as he received a response.

John Brown said he moved to recommend that Planning Council remove any restrictions on the reallocations of money while pending the report from County Counsel. Joe Acosta seconded the motion. The motion carried unanimously.

Motion # 02- 66 was approved.

For:	22
Against	0
Abstentions:	0

Members present with no PC Form 700 on file: 0

Planning and Evaluation Report

Fred Flotho reported that the Committee met earlier in the day and had the recommendation of reallocations of \$139,703 from Program Support, \$10,000 from Provider Training and \$2,549 from Unit Pricing Contracts. These are to be reallocated as follows: \$75,000 for a satellite system, \$5,000 for two P.Cs, and the balance of 61/39% to go to Riverside County and San Bernardino County respectively. The satellite system is to be installed in the Colton office and the Coachella Valley. John Brown gave a brief description of what the satellite system would provide as far as committee meetings and the ability of members to participate in real time in the meetings without driving extensive miles each week. He also said that members would be able to participate in World AIDS workshops and conferences in real time. John added that at either one of the sights there would also be the ability for people to teleconference from remote locations. Steve said that this is a committee recommendation and didn't need a motion. The vote for the recommendation was unanimous.

Motion # 02- 67 was approved.

For:	22
Against	0
Abstentions:	0

Members present with no PC Form 700 on file: 0

Planning and Evaluation decided to defer to the Grantee to report on the Comprehensive Plan.

Grantee Report

Danny Perez asked for questions regarding the financial report (Attachment 1). He said that the RFP was cancelled and that the RFP would be re-released in the first quarter of 2003 (Attachment 2)

Danny reported that the Dental TA had been very successful and Dr. Reznick had many valuable suggestions. He recommended that Dr. Reznick return to the EMA sometime next year and present his findings to the Planning Council.

Danny said that the MAI rollover approval was received by him from HRSA and those contracts are now with HSS for processing.

Danny said that the audit of expenses by Public Health is continuing and they have requested more information. He said Tony Lugo has offered to come with him to discuss the matter with Planning Council. Danny noted that members should recall that this audit is in conjunction with the Planning Council considering subcontracting of Planning Council Support Staff.

Danny Perez reported that the Satisfaction Survey is in progress and is part of a contractual agreement with the providers. He said the first draft was in the process of development and would soon go to the providers.

Bonnie Flippin spoke regarding the distribution of the Plan. She said that there is currently a review process until the end of this month. She said that copies had been delivered to all members, provider locations, twelve public libraries, and media has received press releases about the plan and she had been receiving calls from quite a few wanting more information. She said any comments regarding the plan needed to be in writing to her by November 30, 2002. She also said she had copies of the Application, the Comprehensive Plan Draft and the Needs Assessment on CD for anyone who wants them, and asked for members to sign a request list with her.

Danny said that at the request of Planning Council members residing outside of San Bernardino, he had acquired an 800 number, but was still meeting with Steve McGrew and Joe Acosta and others, as to how this number was to be utilized. He said he was taking this decision to Executive Committee for them to decide how to utilize the number.

Steve McGrew said that most members could also attest to that, but he thought we had the best distributed plan the Planning Council ever had, that they should all be very happy with it, and that it was basically because of the Staff. The Planning Council offered a round of applause.

Membership Committee Report

Joe Acosta introduced two new applicants and made recommendations for full membership subject to approval by the Board of Supervisors of San Bernardino County. They are Jimmie Lee and William Trevizo. Each prospective member spoke briefly about himself. They were requested to leave the room. Joe reported that both the applicants had completed all of the requirements requested of them, and he asked for a vote of approval. He said both of these people are from San Bernardino County.

Regarding the nomination of Jimmie Lee, the aye vote was unanimous.

Motion # 02- 68 was approved.

For:	22
Against	0
Abstentions:	0

Members present with no PC Form 700 on file: 0

Regarding the nomination of William Trevizo, the aye vote was unanimous.

Motion # 02- 69 was approved.

For:	22
Against	0
Abstentions:	0

Members present with no PC Form 700 on file: 0

Steve McGrew moved that both members be accepted by acclamation.

Motion # 02- 70 was approved.

For: 22
Against 0
Abstentions: 0

Members present with no PC Form 700 on file: 0

The new members were welcomed to the group with a round of applause.

Joe Acosta said there were additional people to re-nominate for an additional term as follows: Carolyn Harris, Lloyd Jones, Lucie Smith, Evelyn Valentino, Fred Flotho, Benita Ramsey and Steve McGrew. Joe said it was the recommendation of the committee that Planning Council accept these member reappointments. Steve McGrew said since it was a committee recommendation it did not need a motion and second. He asked for a vote and the decision was unanimous. Steve said these names would all go before the Board of Supervisors in January 2003.

Motion # 02- 71 was approved.

For: 22
Against 0
Abstentions: 0

Members present with no PC Form 700 on file: 0

County Committee Reports

Riverside Committee – Joe Acosta reported that Riverside County concentrated on a discussion about distributing the reallocated money of \$36,600. He said the committee elected to vote the \$36,600 from Program Support to the Dental Program. He said the County also voted to express dissatisfaction with the RFP process and looked forward to a better performance next year. Steve asked for a discussion since it was a committee recommendation. The vote was in favor unanimously.

Motion # 02- 72 was approved.

For: 22
Against 0
Abstentions: 0

Members present with no PC Form 700 on file: 0

Carolyn Harris spoke regarding the presentation in the Riverside Committee meeting of the Consumer Advisors to the State Plan and their meeting last month. (Attachment 3). She said Fred Flotho has been the Consumer Advisor to the State Plan development over the last 19 months. She said the last meeting was in October and then Alex Taylor, herself and other advisors always met the month after Consumers. She said they had finished their work on the draft plan section which will now go into a final revision stage by the Office of AIDS who hope to have a draft for public review out for the advisors next year. She said that one of the things discussed were substantial budget cuts and recommended members start getting serious regarding concepts in this report that need to be addressed. Jeffrey Byers spoke regarding the trickle-down effect with the State budget. A group discussion followed.

San Bernardino Committee – Steve McGrew spoke regarding the RFP request to reallocate \$100,000 from Primary Medical; \$24,800 from Treatment Adherence; \$49,300 from Dental; and \$23,400 from Program Support. These funds were reallocated as follows: \$70,000 to Case Management; \$15,000 to Food; \$11,000 to Housing; \$22,000 to Direct Financial Assistance; \$17,000 to Transportation; and \$62,500 to Home Health. He asked for a discussion of the committee recommendation. The vote was in favor unanimously.

Motion # 02- 73 was approved.

For:	22
Against	0
Abstentions:	0

Members present with no PC Form 700 on file: 0

Steve McGrew also announced that the San Bernardino County Committee had also redefined a housing definition and it also has to be redefined because they are tied together in Direct Financial Assistance. He said that basically with four months left in the fiscal year, the committee recommended that the definition change from one unit per twelve months to two units, so they could access the system twice a year instead of once a year and money had been reallocated to that effect. He said the same goes for Direct Financial Assistance – from one to two. Steve asked for the Planning Council's support on this. He said it is a motion from the San Bernardino County Committee and San Bernardino County is the only one to deal with housing. Fred Flotho stressed this is for the current year only. A discussion followed. This subject was referred to the Planning and Evaluation Committee for the December meeting, and to the Executive Committee meeting.

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Standards and Evaluations Committee Report and Case Management Standards Report

Victoria Burns reported that they met in October and that the Standards for Food, Transportation and Direct Financial Assistance were finished. She said they would go to Planning and Evaluation for review in December and the Planning Council in January. She said they would talk about Housing in December at the Colton office.

Executive Committee Report

Steve McGrew reported that the Executive Committee had passed the Underserved budget for World AIDS Day event, but because it came so late, the \$10,500 cannot be used in December. He said that Cherry Houston has selected an alternate date in February. Steve said that the Executive Committee was also not happy with the RFP process and Dr. Feldman and he had signed a letter to the Assistant County Administrator addressing the process.

Danny Perez reported regarding the current logo printing costs which are very expensive because it involves four colors. A new 3-color logo was presented for group approval. He said this would decrease printing costs and provide quicker service. After discussion, John Brown made a motion to approve the recommended 3-color logo, and Joe Acosta seconded the motion. A friendly amendment was accepted from Carolyn Harris to include more of the color red. The motion carried unanimously.

Motion # 02- 74 was approved.

For:	22
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Against 0
Abstentions: 0

Members present with no PC Form 700 on file: 0

Underserved Population Report & Community Linkages

Cherry Houston reported that the subject of the January meeting would be Women in Prison and HIV Problems at 952 W. Mt. Vernon Street. She said the Jackson State Report is tabled for the next meeting. Joe Acosta spoke to acknowledge the growth of the committee and their effort and said he applauded Cherry Houston and Lucie Smith for their leadership and hard work. Marie France Francois spoke regarding the November 6 Women's Conference and offered to share information with Cherry.

MIS Report

Carolyn Harris spoke regarding the ARIES Program and reported regarding the most recent meeting (Attachment 4). She said Caminar is approximately 18 months from being finalized. Danny Perez said he was going to conduct a survey to find out where people are with their MIS. Carolyn said Scott Rigsby would be going to Bethesda, Maryland, for a training conference regarding CADR and he would be able to train others.

Planning Council Training Report

Joe Acosta reported that the training continues every morning prior to the actual County meetings. He said today's reports included the observation of what the Planning Council members should be and the contents of the handbook, including the current by-laws. He said part of the training included a discussion of what it is to be a member of the Planning Council.

Consumer Advocacy and Education

Lloyd Jones reported on the survey brochure that would be distributed at various events. He also thanked the Planning Council Staff for their assistance with creating this brochure (Attachment 5). Steve McGrew said this brochure would actually help the Council with the needs assessment.

ad hoc Committee Reports

Steve McGrew reported that a By-Laws meeting was held this month and that a new By-Laws Committee will be meeting very actively in January. Joe Acosta spoke of the tremendous amount of information needed to be studied and needing further community involvement. Joe said that after Steve left the meeting because of not feeling well, the committee elected to recognize the tremendous amount of work that Steve McGrew and Fred Flotho and others have provided. He said that most of the work that had been done was the result of Steve and Fred's efforts. Joe said the committee wanted to recognize the value of that input and look forward to their input in the future.

Advocacy Reports –

John Brown reported that he was in Washington D.C. for AIDS Action and a board meeting. He said on a larger level, the "Circle of Six" has been trying to get back together. He said this is a group of organizations who were very active early on in getting advocacy movements started. John said AIDS Action and CAER Coalition need to be aware of this and make sure their voices are being heard. John reported on the agenda of the December CAER meeting in Florida and what to expect. John said Jack Newby is running as Regional Rep for the Southwest Region.

Fiscal/Programmatic Reports (Grantee Expenditure Reports)

None

Grantee Expenditure Report

(See Attachment 1)

Planning Council Support Staff Procedure Review Committee

None

Public Comments

Cherry Houston said over one hundred ministers in the area were being contacted by letter regarding programs for World AIDS Day, and to encourage them to do something for school children for World AIDS Day.

Announcements

Steve McGrew said Dr. Feldman had authorized him to express his thanks for being co-chair, since he wasn't able to be there in person. Steve said he had also enjoyed being co-chair and thanked the Planning Council for their support this year. He said Dr. Prendergast and Joe Acosta will be busy in December of this year getting ready for the first of January.

Agenda Items for Next Meeting

Agenda items for the next meeting should be directed to Vicki C. Devore at (909) 876-3960 or vdevore@dph.sbcounty.gov

Next Meeting

The next meeting will be in January 23, 2003, location to be at the Church of Christ in Palm Springs.

Adjournment

The meeting adjourned at 2:58 p.m.

Certified:

Gary Feldman, M.D. Date
Co-Chair

Steve McGrew Date
Co-Chair